

Florida Atlantic University
D. F. Schmidt College of Arts & Letters
School of the Arts
Department of Music

Sustained Performance Evaluation Protocol and Criteria

In compliance with the Collective Bargaining Agreement (CBA) and the Provost's Memorandum of October 3, 2016, the Department of Music presents the protocol and criteria for Sustained Performance Evaluation (SPE). This review of activity and accomplishment on the part of tenured faculty members of the department is intended to account for the many and varied creative and scholarly endeavors that take place within the parameters of faculty assignments and "to foster sustained excellence and professional development, and to recognize and reward outstanding achievement."

Guidelines:

- The SPE review will take place on a seven-year cycle according to the parameters listed in the Provost's memorandum.
- SPE refers closely to annual faculty reports, but it is an exercise separate from annual evaluation, and focuses on a separate file submitted by the faculty member under review to a committee of peers within the department via the Department Chair.
- The evaluation file is uniform throughout the university, and it consists of the following elements (text from the Provost's memorandum):
 - A current curriculum vitae that clearly highlights accomplishments in teaching, scholarship, and service during the period under review.
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